Government of the People's Republic of Bangladesh
Ministry of Women and Children Affairs
Training Section
Bangladesh Secretariat, Dhaka-1000.
www.mowca.gov.bd

No: 32.00.0000.000.030.25.0062.26.265 Date: 05 November, 2026

Government Order

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in favour of the following officials to participate in the ''Second Ministerial Conference on Ending Violence Against Children (EVAC)'' to be held on 18-19 November 2026 in Manila, Philippines.

SL.	Participants Name, Designation and Office	Passport	Phone/Mobile & E-mail
01.	Prof. Dr. Abu Zafar Md. Zahid Hossain, MP Hon'ble Minister, Ministry of Women and Children Affairs & Ministry of Social Welfare	D00018274	Tel: +880 9514643 e-mail: minister@mowca.gov.bd minister@msw.gov.bd
02.	Dr. Sharifa Karim Sharna Spouse of the Hon'ble Minister Ministry of Women and Children Affairs & Ministry of Social Welfare	D00018273	Mob: +8801713-193693 e-mail: sharnasharifa@gmail.com
03.	Dr. Rowsan Ara Begum Secretary Ministry of Women and Children Affairs	D00014486	Mob: + 88 01720-120988 e-mail: secretary@mowca.gov.bd
04.	Mr. Russel Ahmed Deputy Secretary Ministry of Social Welfare	E00111498	Mob: + 88 01714-088052 e-mail: russelahmed_bd@yahoo.com
05.	Dr. Md. Mahmudul Hoque Private Secretary to Minister, Ministry of Women and Children Affairs & Ministry of Social Welfare	E00110623	Mob: +880 1806-577599 e-mail: pstominister@mowca.gov.bd psmin@msw.gov.bd
06.	Ms. Sabina Yeasmin Deputy Secretary Secondary and Higher Education Division, Ministry of Education	E00104907	Mob: + 88 01766-620873 e-mail: sabina20873@gmail.com
07.	Ms. Basarat Nazia Senior Assistant Secretary Multilateral Economic Affairs Wing Ministry of Foreign Affairs	D00011853	Mob: + 88 01781709613 e-mail: nazia.basarat@mofa.gov.bd
08.	Ms. Maria Akter Baby Child Speaker at the Satellite Event on 16 November 2026	A09408799	Mob: + 88 01312-454024 e-mail: simranmaria024@gmail.com

[Next Page]

02. The approval is accorded in line with the terms and conditions mentioned below:

a) They will not extend their stay abroad beyond the permitted period;
b) The period of this programme & the time spent for travel & transit will be treated as on duty;
c) All Expenses bear of sl. no (01) local transportation to the venue and the delegation leader in connection with participation in the conference of the Hon'ble Minister, Ministry of Women and Children Affairs & Ministry of Social Welfare will be borne by World Health Organization (WHO);
d) Air fair and all other pertinent expenses for sl.no. (02) Dr. Sharifa Karim Sharna, Spouse of the Hon'ble Minister will be borne by Hon'ble Minister from his personal expenses;
e) UNICEF will bear the cost of economy class travel and provide Daily Subsistence Allowance (DSA) for all delegates including the assistant to the head of delegation. In such a case, the cost of economy class travel from Dhaka to Manila and return for the expert delegate to the class she is entitled to during her travel will be borne from the relevant section of the operational budget of the Ministry of Women and Children Affairs;
f) Air fair and accommodation and all other pertinent expenses for sl.no.(05) will be borne by Ministry of Women and Children Affairs GoB;
g) All expenses bear sl.no (08) of the Private Representative, including travel, accommodation and daily allowance will be borne by World Vision Bangladesh;
h) They will travel by air and will get other allowances according to their entitelements as per pertinent rules and regulations;
i) They will draw their pay and allowances in local currency. No part of it shall be drawn in foreign currency;
j) They will leave Dhaka for Manila, Philippines on 16 November 2026 or a nearer date and they will leave Manila, Philippines for Dhaka on 20 November 2026 or a nearer date;
k) They will submit a report to the Ministry within 7th (Seven) days after their return.

03. This Government Order is issued with the approval of the competent authority.

(Sarawat Mehjabeen)
Deputy Secretary
Phone: 88-02-551 000 61
e-mail: training@mowca.gov.bd

No: 32.00.0000.000.030.25.0062.26.265 Date: 05 November, 2026

Copy forwarded for kind information and necessary action to (Not according to seniority):

01. Prof. Dr. Abu Zafar Md. Zahid Hossain, MP, Hon'ble Minister of the Ministry of Women and Children Affairs & Ministry of Social Welfare, Bangladesh Secretariat, Dhaka;
02. Dr. Sharifa Karim Sharna, Spouse of the Hon'ble Minister, Ministry of Women and Children Affairs & Ministry of Social Welfare;
03. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka;
04. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka;
05. Secretary, Ministry of Foreign Affairs, Dhaka (With request to issue note verbal);

[Next Page]

06. Secretary, Ministry of Social Welfare, Bangladesh Secretariat, Dhaka;
07. Secretary, Economic Relations Divition (ERD), Ministry of Finance, Sher-e-Bangla Nagar, Dhaka;
08. Dr. Rowsan Ara Begum, Secretary, Ministry of Women and Children Affairs, Bangladesh Secretariat, Dhaka;
09. Mr. Russel Ahmed, Deputy Secretary, Ministry of Social Welfare, Bangladesh Secretariat, Dhaka;
10. Dr. Md. Mahmudul Hoque, Private Secretary Minister, Ministry of Women and Children Affairs & Ministry of Social Welfare, Bangladesh Secretariat, Dhaka;
11. Ms. Sabina Yeasmin, Deputy Secretary, Secondary and Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka;
12. Ms. Basarat Nazia, Senior Assistant Secretary, Multilateral Economic Affairs Wing Ministry of Foreign Affairs, Dhaka;
13. Ms. Maria Akter Baby, Child Speaker at the Satellite Event on 16 November 2026, World Vision Bangladesh;
14. Embassy of the People's Republic of Bangladesh in Manila, 2nd Floor, Herco Center, 114 Benavidez Street, Legazpi Village, Makati, 1229 Metro Manila, Philippines;
15. Embassy of the Philippines in Bangladesh (Dhaka), House No. 6, Road No. 101, Gulshan-2, Dhaka-1212, Bangladesh;
16. Director General, Immigration and Passport, Dhaka;
17. Deputy Secretary (Admin-1), Ministry of Women and Children Affairs, Bangladesh Secretariat, Dhaka;
18. Private Secretary to Secretary, Ministry of Women and Children Affairs, Dhaka;
19. Ms. Neha Naidu, Child Protection Speacialist, UNICEF, Bangladesh, UNICEF house, Plot E-30, Syed Mahbub Morshed Avenue, Sher-e-Bangla Nagar, Dhaka-1207;
20. Ms. Fatema Khyrunnahar, UNICEF, Bangladesh, UNICEF house, Plot E-30, Syed Mahbub Morshed Avenue, Sher-e-Bangla Nagar, Dhaka-1207;
21. Accounts Officer, Ministry of Women and Children Affairs, Bangladesh Secretariat, Dhaka;
22. Programmer, Ministry of Women and Children Affairs, Bangladesh Secretariat, Dhaka (With request to upload the GO in the website);
23. Protocol Officer, Ministry of Women and Children Affairs & Ministry of Social Welfare, Bangladesh Secretariat, Dhaka;
24. Personal Officer to Additional Secretary (Admin/Dev. & Planning), Ministry of Women and Children Affairs, Dhaka;
25. Personal Officer to Joint Secretary (Admin/Budget & Audit), Ministry of Women and Children Affairs, Dhaka;
26. Office copy.

(Sarawat Mehjabeen)
Deputy Secretary